

AGENDA
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
Wednesday, April 22, 2020

Closed Session at 5:00 p.m.; Open Meeting at 6:00 p.m.

This meeting will be held telephonically via Zoom.

Members of the public should **NOT** come to District Office to participate.

Join this Zoom Meeting – <https://smccd.zoom.us/j/99179232242>

Dial-In: 1-669-900-9128 – Webinar ID: 991 7923 2242

NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS

Observing the Meeting

Members of the public who wish to observe the meeting may do so by accessing the link or calling the following telephone number above at the beginning of the meeting.

Providing Public Comment During the Meeting on NON-AGENDA Items

To make a comment regarding a non-agenda item, members of the public, once in the Zoom meeting (via above link), can utilize the “raise hand” function on the bottom right corner of the screen. This will allow for the Board President to recognize members for comment and will allow staff to activate audio access to individual participants. Members of the public who “raise their hand” will be called upon in the order they appear. Members of the public making comment are reminded of the 3 minute time limit for comment.

For members of the public who do not have access to a computer or smart device, time will be allotted at the end of public comments for members of the public to comment using a phone.

Providing Public Comment During the Meeting on AGENDA Items

To make a comment regarding an item on the published agenda, members of the public, once in the Zoom meeting (via above link), can utilize the “raise hand” function on the bottom right corner of the screen. This will allow for the Board President to recognize members for comment and will allow staff to activate audio access to individual participants. Members of the public who “raise their hand” will be called upon in the order they appear.

For members of the public who do not have access to a computer or smart device, time will be allotted at the end of public comments on the agenda item for members of the public to comment using a phone.

Accommodations

Persons with disabilities who require an accommodation or service should contact the contact the Executive Assistant to the Board at (650) 358-6753 at least 24 hours prior to the Board meeting.

5:00 p.m. Call to Order

CLOSED SESSION ITEMS FOR DISCUSSION

1. Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to Gov. Code, § 54956.9, subd. (d)(2): One case

2. Conference with Labor Negotiator
Agency Negotiator: Mitchell Bailey
Employee Organizations: AFT and CSEA

Conference with Labor Negotiator
Agency Negotiator: Karen Schwarz
Unrepresented Employee: Chancellor

3. Public Employee Appointment: Chancellor
4. Ratification of Confidential Warrants

PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

RECESS TO CLOSED SESSION

RECONVENE TO OPEN SESSION

6:00 p.m. Call to Order / Roll Call / Pledge of Allegiance

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

DISCUSSION OF THE ORDER OF THE AGENDA

MINUTES

- | | |
|--------|--|
| 20-4-1 | Approval of the Minutes of the Special Closed Session Meeting on December 18, 2019 |
| 20-4-2 | Approval of the Minutes of the Study Session on January 8, 2020 |

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

- | | |
|---------|--|
| 20-4-1B | Contemporary Conversation Regarding Race, Class, Gender, Privilege and Equity: Adopting Statement Reinforcing Civility, Tolerance and Acceptance |
|---------|--|

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

AFT, Local 1493
CSEA, Chapter 33
AFSCME, AFL-CIO, Local 829, Council 57

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

NEW BUSINESS

- | | |
|---------|--|
| 20-4-3A | Approval of Personnel Items: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel |
| 20-4-4A | Correction to Board Report 20-4-2A Re-Employment of Contract and Regular Faculty for the 2020-21 Academic Year |

Approval of Consent Agenda

All items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing for Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

20-4-1CA Ratification of January and February 2020 District Warrants

20-4-2CA Reappointment of Member to Bond Oversight Committee

Other Recommendations

20-4-103B Acceptance of Grant Funds from the National Science Foundation for the SkyBayTech Project

20-4-104B Approval of Contract Award for Development of Evaluation Plan for the Promise Scholars Program Replication

20-4-105B Vote to Elect Members to the California Community College Trustees (CCCT) Board

20-4-106B Approval of Suspension of Board Policy 6.25 Pass/No Pass Options Relating to COVID-19 Operating Conditions

20-4-107B Adoption of Resolution Recognizing Community College Month

INFORMATION REPORTS

20-4-3C Update on District COVID-19 Response Including Offering District Courses Exclusively in Online and Distance Learning Modalities for the Summer 2020 Academic Term

COMMUNICATIONS

STATEMENTS FROM BOARD MEMBERS

RECONVENE TO CLOSED SESSION (if necessary)

RECONVENE TO OPEN SESSION (if necessary)

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION (if necessary)

ADJOURNMENT

**Minutes of the Special Closed Session Meeting of the Board of Trustees
San Mateo County Community College District
December 18, 2019 – San Mateo, CA**

The meeting was called to order at 7:05 p.m.

Board Members Present: President Karen Schwarz, Vice President Thomas Nuris, Trustee
 Maurice Goodman, Trustee Holober, Trustee Mandelkern

ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION

President Schwarz stated during closed session, the Board will (1) hold a conference with legal counsel regarding two cases of anticipated litigation as listed on the printed agenda and (2) consider employee discipline, dismissal and release.

STATEMENTS FROM THE PUBLIC ON CLOSED SESSION ITEMS ONLY

None

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 7:07 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 7:51 p.m.

REPORT OF ACTION TAKEN DURING CLOSED SESSION

President Schwarz stated the Board took no action during closed session.

ADJOURNMENT

The meeting was adjourned by consensus at 7:53 p.m.

Submitted by

Michael Claire, Secretary

Approved and entered into the proceedings of the April 22, 2020 meeting.

Thomas Nuris
Vice President-Clerk

**Minutes of the Study Session of the Board of Trustees
San Mateo County Community College District
January 8, 2020 – San Mateo, CA**

The meeting was called to order at 5:00 p.m.

Board Members Present: President Karen Schwarz, Vice President Thomas A. Nuris, Trustee Maurice Goodman, Trustee Richard Holober, Trustee Dave Mandelkern (via phone)

ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION

President Schwarz said that during closed session, the Board will (1) hold a conference with legal counsel regarding two cases of anticipated litigation as listed on the printed agenda, (2) consider employee discipline, dismissal, release, (3) hold a conference with the labor negotiator as listed on the printed agenda, and (4) conduct a public employee performance evaluation as listed on the printed agenda.

STATEMENTS FROM THE PUBLIC ON CLOSED SESSION ITEMS ONLY

No statements at this time.

RECESS TO CLOSED SESSION

The Board recessed to closed session at 5:05 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to open session at 6:12 p.m.

Board Members Present: President Karen Schwarz, Vice President Thomas A. Nuris, Trustee Maurice Goodman, Trustee Richard Holober, Trustee Dave Mandelkern (via phone), Student Trustee Jordan Chavez

Others Present: Interim Chancellor Michael Claire, Chief Financial Officer Bernata Slater, Skyline College Vice President of Student Services Angelica Garcia, College of San Mateo Acting President Kim Lopez, Cañada College President Jamillah Moore

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

President Schwarz stated the Board took no reportable action during the closed session.

DISCUSSION OF THE ORDER OF THE AGENDA

President Schwarz stated a request was made to move agenda item 20-1-1A (Approval of Personnel Items) to follow item 20-1-3A (Approval of Revision to Miscellaneous Pay Rates Salary Schedule); no objections were made and the request was granted by the Board. Additionally, District staff have also asked for agenda item 20-1-4A (Adoption of the 2020-2021 Academic Calendar) be removed as it will be brought back for the January 22nd Board meeting; no objections were made and the request was granted.

Due to the oversight of including Trustee Mandelkern's address in the agenda and in accordance with the Brown Act, Trustee Mandelkern stated he would not be able to participate in any of the voting topics this evening. He requested the Board move the Statements from the Public on Non-Agenda Items section ahead of the minutes' approval so that once this is completed, he would take his leave and not participate in any voting. No objections were made and the request was granted.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

President Schwarz asked if there were any statements from the public on non-agenda items.

Dr. Michael Reiner stated that he believed an article from the AFT Advocate in November was alarming, stating AFT and CSEA raised concerns about intimidating comments made during a Skyline College public presidential forum. Dr. Reiner stated while this incident occurred, the college presidents did nothing and the Interim Chancellor praised the individual for

their “passion.” A request was apparently made to investigate the event, but nothing has happened since; Dr. Reiner believes this is due to the “veil” of HR and various personnel values. Dr. Reiner believes this incident is counterproductive to our continuing “Contemporary Conversation Regarding Race, Class, Gender, Privilege and Equity” series because issues of identity and discrimination played a significant role. Dr. Reiner stated that he personally experienced the culture of Skyline College and can attest to the concerns expressed by AFT and CSEA. He said he also wrote an essay about the Holocaust and anti-Semitism and their relationship to social justice, thinking it would be a welcome addition to the conversation on diversity and inclusion; instead, he said he was met with resistance and, as a person of Jewish faith, was offended that he was operating in what he felt was an anti-Semitic environment. Dr. Reiner appealed to the Board, based off of the concerns brought forth by AFT and CSEA. He stated he was a member of the administration at Skyline College for only four months before being let go for “telling inconvenient truths” and requested this circumstance not happen to others when simply trying to do the right thing.

Even though Board members usually don’t comment during this portion of the Board meeting, Trustee Holober stated this was his first instance of hearing about Dr. Reiner’s concerns and personal experiences and requested further investigation into these allegations. Trustee Nuris asked if there was any due process or some sort of vehicle to initiate this type of investigation aside from the grieved individual looking into it themselves; Interim Chancellor Claire responded by saying the District does have an investigative process and an independent investigator can be brought in to review these matters.

President Schwarz proceeded to call upon the individual who submitted a public comment card. Kyle, a student at Cañada College, greeted everyone and requested to discuss the Kinesiology, Athletics and Dance (KAD) Department at Cañada College. Recently, Kyle was dropped from two KAD classes required for his educational progress and has determined the reason why is because the KAD Department at Cañada College has no support. He is on campus almost every day and sees flyers for various classes and programs, but nothing for KAD; he would like to know who is in charge of this and why is KAD not being supported? Some KAD classes have low enrollment and, in turn, students get dropped from these canceled classes. Kyle, however, does not believe low enrollment is necessarily a bad thing, especially in dance classes where students can learn more intimately with their instructor; he understands this may not be practical, but it promotes a great learning environment. On the other hand, Kyle mentioned he is apprehensive about taking a math class this semester and there being 29 other students for just one professor. Currently, Kyle is part of Cañada College’s Math Jam program where he and eight other students have the opportunity to work with one professor and three tutors; he described it as “wonderful” and “loves it” because there 30 students are not jam-packed into one class and help is readily available when he needs it. While still in high school, Kyle was told about the smaller class sizes at Cañada College, but when he actually attended, this wasn’t the case; class sizes were just as big as other colleges. With this mindset, Kyle believes smaller class sizes would equate to better learning environments and more successful students and knows other students would agree.

At this point in time, President Schwarz announced Trustee Mandelkern would take his leave from the Board meeting. Trustee Mandelkern thanked everyone for their time and said goodbye.

MINUTES

It was moved by Trustee Holober and seconded by Student Trustee Chavez to approve the minutes of the meeting of November 20, 2019. The motion carried, all members voting Aye.

NEW BUSINESS

APPROVAL OF REVISIONS TO STUDENT ASSISTANT SALARY SCHEDULE (20-1-2A)

It was moved by Trustee Nuris and seconded by Trustee Holober to approve the revisions.

President Schwarz asked if there were any public comments or questions; there were none. She then asked if the Board had any comments or needed clarification. Student Trustee Chavez stated he is currently a student assistant at the College of San Mateo (CSM) and would like to abstain from this vote. President Schwarz accepted his recusal from the vote.

Trustee Holober stated he is happy the Board is voting on this topic because it is the right thing to do.

The motion carried, all members voting Aye.

APPROVAL OF REVISION TO MISCELLANEOUS PAY RATES SALARY SCHEDULE (20-1-3A)

It was moved by Trustee Goodman and seconded by Trustee Holober to approve the revisions.

President Schwarz asked if there were any public comments or questions; there were none. She then asked if the Board had any comments or needed clarification. Trustee Holober asked if the individuals listed under this proposal would become District employees; Human Resources Director David Feune confirmed they would. Trustee Holober continued to say he was primarily concerned about the Community and Contract Education Instructor positions, asking if they are currently contractors of the District or a provider with whom we contract. Director Feune understands that these positions are independent contractors of the District. In addition, Trustee Holober asked if these positions would be bargaining unit positions. Director Feune indicated the positions would not be bargaining unit positions and they would be subject to a non-bargaining unit schedule. Aside from the art model position, Trustee Holober stated that the pay range seemed vast (\$50 to \$200 per hour or \$50 to \$350 per hour) and wanted to know if this reflects our current experience. Director Feune stated this was the only information provided to him by the director of those programs, meaning he would be unable to answer Trustee Holober's question properly. Interim Chancellor Claire noted, from his time as the Dean of Community Education, that his best guess for the wide range of pay is because the amount the community education service provider receives depends on the enrollment of the class – the higher the enrollment, the higher the pay. Interim Chancellor Claire doubts we will ever see any position paid \$350 an hour.

Another aspect of the “Contract Education Instructor (not-for-credit)” position Trustee Holober requested clarification on was who the contracting entity is; he said the verbiage seems to suggest there is an outside education provider. Due to no individuals from the Corporate Education department being present at the meeting, Director Feune was unable to answer this question; his understanding is that it is direct and he is unaware of any outside entities that Corporate Education works with. Trustee Holober was concerned, stating if someone is our employee, we hire them and set their pay; if a third-party was involved in setting the pay, he would really want to know a lot more because it seems to go against the concept of that individual being our employee. Trustee Holober wondered if this specific item could be pulled from the vote so that more information could be presented at a later date.

President Schwarz asked Director Feune if he was aware of any timelines related to this position; Director Feune stated he was aware of some for the Community Services position, but was unsure in regards to the Contract Education Instructor. He continued to say the program starts on Monday, but didn't know which side of the house will be starting next week or through the next Board meeting on January 22nd.

Interim Chancellor Claire acknowledged Trustee Holober's concerns and questions, stating the Board could pull this one item in order to retrieve the information Trustee Holober is asking for. If adjustments need to be made once started, Interim Chancellor Claire recommended we could make those internally. President Schwarz stated she would be more comfortable with Interim Chancellor Claire's suggestion.

Trustee Holober also stated he was uncertain about the “Community Services Instructor/Short Course (Teacher) Instructor” position, quoting the report “Per contractual agreement between CCCE and business and industry customers...” He understands this to be a short-term deal that we would work out and set the pay for; if this is truly the case, Trustee Holober is fine with it. He would prefer some clarification on this to make sure what he understands is indeed true and the company is not involved in setting the pay.

Trustee Nuris asked if it would be a fee-based type class and if we were to hire an employee, then the employee would probably be paid under this formula based upon how many people are coming into that class. Trustee Nuris reasoned that we would be setting the salary to the employee because we would be negotiating with whomever we are providing the service for. Trustee Holober stated if there is some joint employer (like how the Contract Education Instructor seems to suggest), he would like this item pulled for the time being until further clarification can be provided.

President Schwarz clarified that the Board is pulling the “Contract Education Instructor (not-for-credit)” position from the personnel report, with the intent of more information being provided and having it brought forth again at the next meeting.

The modified motion carried, all members voting Aye.

APPROVAL OF PERSONNEL ITEMS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (20-1-1A)

It was moved by Trustee Nuris and seconded by Trustee Goodman to approve the actions in the revised report.

Trustee Holober referenced the Registrar position classification (Item E-4), stating he still has the same concern he brought up several meetings ago; he would like to have a moratorium on the reclassification of these administrative positions until the District has an opportunity to conduct a survey and the Board can review how these reclassifications occur. Trustee Holober has reviewed the 20% (on average) increase range and believes it can wait. He would not be voting in favor of that and asked if it could be removed from the vote (as he was fine with the rest of the report). Interim Chancellor Claire stated that this position is staffed at each college (three positions total) and someone could come and speak on the position, but clarified with Trustee Holober that what he is looking for is an actual review of how the District conducts its reclassifications and the processes that are currently in place. Trustee Holober stated he has a concern which was expressed at past board meetings; he believes there is a process by which employees are ratcheted up dramatically in pay by reclassification and he requested whenever a reclassification occurs, the current and new salary ranges be posted on the agenda. Trustee Holober believes if the pay increases are around the 20% range, we need to stop, take time to reflect, review how we are currently processing reclassifications and come up with a more objective process. Interim Chancellor Claire stated we could most definitely discuss the current process now or defer it to a later meeting; he stated it would be the Board's decision to have a review of process for this specific case now or later. Trustee Holober opposed this, stating his concern lies in how the District has been processing reclassifications for years. He stated that every few meetings, the Board is presented with reclassifications that add up to very substantial pay increases for administrators and executives; however, the Board never really sees it because the dollar amounts are not provided. Trustee Holober continued that, in addition, the process of who is being reclassified, how that employee received a reclassification, how it gets to the attention of the individuals that evaluate the worth of the job and how they compare your peers, either at community colleges or public and private entities all needs to be made more systematic.

Trustee Goodman concurred with Trustee Holober, stating in light of his comments, he was not in favor of supporting the item at this time and would like to hold it off for a future meeting. Trustee Nuris noted the agenda item, stating "The recommended change reflects an increase in scope of work and responsibility." He questioned if there was some sort of process that was followed to determine if these increases should be made; were we using a process that was already "on the books." Director Feune responded, stating the amount and level of work conducted by the three Districtwide Registrar positions (including how the position has changed over time) was brought to the attention of HR. A subsequent review and thorough desk audit was conducted for each position at each college; after looking at the salary ranges of other positions to see where the Registrar's duties and responsibilities would fall into place, the amount and level of work was determined to be similar to that of the Director of Financial Aid. Trustee Nuris asked if this was typically the process that would be used to assess if an adjustment in pay is needed (positions conducting like work would receive like pay). Director Feune said depending on the desk audit and the information received, this is the standard process that is followed. He stated that part of the process is identifying consistency within the job's duties and responsibilities and the desk audit is extremely useful in determining this information. Interim Chancellor Claire stated it may be useful if HR staff shared with the Board the desk audit model and questions that are used in determining if these adjustments are warranted or not. In addition, he assured that not every request for a desk audit is granted and quite a few have actually been denied because they don't meet the guidelines. Interim Chancellor Claire said he understands the trustees' concerns regarding this whole process and would like to present a walkthrough, whether it be at the Board retreat or some other venue. He wants to be clear that this is a matter that is taken very seriously and not something that is done automatically.

Director Feune added that the adjustment request can be initiated by the employee or the manager, which answered President Schwarz's question. Director Feune continued to state that in the past, both employees and their immediate managers have brought forth concerns of working out of class or beyond their position duties and have requested a desk audit. President Schwarz stated she was very interested in learning more about the forums that are used; in addition, she stated the information brought forth this evening has been explained very well and it seems the process was conducted thoroughly. President Schwarz cautioned the Board, stating she would hate to see this as more of an issue with the personality of an individual or with an individual who has a lesser tenure; they are there to solely discuss the position. To this extent, President Schwarz objected to removing the item from the agenda and urged the Board to move forward with a vote; President Schwarz stated she was open to the Board learning more about the whole process down the road.

Trustee Nuris stated that since he is not an “HR person,” he is reliant upon individuals in HR doing their job properly; he respects their opinion because they advise the Board. Trustee Nuris said that so long as he has confidence in HR’s judgment and processes are completed in a thorough and approved way, he can make an informed decision based on information received from individuals in our administration who he would rely on. Trustee Nuris admitted he didn’t understand how we arrived at this point as well, but now that an explanation of the process and a knowledgeable recommendation have been provided to the Board, he feels very comfortable making an informed decision at this point.

Trustee Goodman believes this is the second or third time the Board has asked for specific information when discussing this type of agenda item. It has been brought to the Board’s attention that it could be a matter of a desk audit, but it could also be an employee having a different workload or different scope of work due to another employee not performing their job duties and responsibilities; would you pay an employee differently because someone else is not doing their job? Trustee Goodman understands that asking and answering some of these questions are part of the process and very crucial piece in assisting the Board with their final decision. When dealing with this type of agenda item, Trustee Goodman believes there is no room for ambiguity and salaries need to be documented, as Trustee Holober requested; because of this, he is not ready to make a decision on this item. Since the Board would be tied at a 2/2 vote and Trustee Mandelkern is not present to vote, Trustee Goodman requested for the item to be pulled for now and brought forth at a later date. In addition, he called the question in order to cease further dialog on the matter.

President Schwarz clarified that a question was brought forth by a Board member and a very detailed explanation as to what happened was given; she trusts the people that are employed and believes they performed a very thorough job. At this point, President Schwarz is more than willing to move forward with the item, but acknowledged Trustee Goodman’s point of the vote being a split 2/2, stating it is a shame because employees are essentially “on the line.” She reiterated the Board should move forward with this item and in the future be more informed before a vote such as this one. In addition, President Schwarz stated Director Feune thoroughly explained the whole process to the Board; she understands it and is totally comfortable with what was done. This process was not intended to judge if one employee works harder than another; it is not a matter of “people” – it is a matter of equalizing positions.

Trustee Holober stated he appreciates Director Feune’s explanation and questioned if the District benchmarks against any external employers; Director Feune stated we currently do not benchmark. Trustee Holober stated he would like to see this changed, and what he is concerned about is what he believes to be the continuous “ratcheting up” of administrative and executive position pay over the last few years. He said he would want benchmarking against our peers and would like it to be known that his belief is not commentary on the individual, but commentary on what has been the practice for many years. Trustee Holober is not sure if other Board members would agree, but he would like to review the process and make changes if necessary. As an option to move forward, he is suggesting pulling the one classification for now so that the Board can vote on the others.

President Schwarz clarified there is a motion and a second on the entire personnel report, but now there is a suggestion to pull Section E-4 from said report; Trustee Goodman also clarified the question has already been called. Trustee Nuris suggested the Board pull E-4 from the report and conduct two separate votes. Director Feune made one comment regarding Section J of the personnel report; they would need to pull the 20 “Contract Education Instructor” positions due to this arrangement, which the Board understood. The Board voted on the remaining portion of the personnel report, all members voting Aye.

Trustee Nuris then made a separate motion to vote on Section E-4 and Student Trustee Chavez seconded the motion. The motion failed, with President Schwarz and Trustee Nuris voting aye and Trustee Goodman and Trustee Holober voting nay.

Interim Chancellor Claire stated a “deeper dive” into the process should be presented to the Board; more specificity and rationale will be provided so that the Board has a better background on positions in question. Trustee Goodman stated it would be best to conference with Trustee Holober to figure out the format the entire Board would like to see in the future. President Schwarz stated the Board receives the agenda days in advance of meetings, and it would be beneficial if Board members could ask questions (and hopefully receive answers) ahead of time so that it doesn’t impede the voting process.

Trustee Holober reiterated his concern, stating his is hoping not to have the same explanation again and would like to place this on hiatus until the Board has discussed and decided on if this process is the one we would continue to follow in the future. He would like to have benchmarking and believes it would be educational to the Board to see what is happening

with like jobs/positions in the rest of the Bay Area. President Schwarz asked if it was possible to have a study session regarding these issues; Interim Chancellor Claire said that it would be. Trustee Nuris stated he agrees with his colleagues and supports their concerns, but he does believe a process was already in place and the work was done following the administrative recommendation. He believes that until we change the rules for administration, they need to follow the rules they have been given. He has an issue if the Board was trying to change the rules after the fact, but sees no harm in discussing changing the rules going forward.

CSEA First Vice President Juanita Celaya thanked Trustee Hober and Trustee Goodman for their continued awareness of this issue. CSEA believes there are deep flaws in the reclassification process and have been trying to negotiate a more fair and neutral process that removes favoritism into their contract. Ms. Celaya commented that with the approval of revisions to the student assistant salary schedule, a student assistant at the highest level of their salary schedule will now be paid more than the lowest paid CSEA position.

STUDY SESSION

UPDATE ON DISTRICTWIDE CONSTRUCTION PROJECTS (20-1-1C)

Interim Chancellor Claire explained that he believes this study session will be the start of a continued discussion with the Board and it will provide an opportunity to address some of the concerns brought forth by Board members and members of the public, including cost escalation. Interim Chancellor Claire stated he has no problem explaining how projects increase monetarily and looks forward to everyone attempting to be on the same page. This presentation is meant to show where we currently are with our districtwide projects and their costs and will be used as a stepping stone moving forward.

Jose Nuñez, Vice Chancellor of Facilities Planning, Maintenance & Operations, stated he will be overseeing the presentation and it will be primarily handled by Director of Capital Projects Chris Strugar-Fritsch and Energy and Sustainability Manager Joseph Fullerton. Director Strugar-Fritsch began by addressing “Economic Market Conditions,” stating this is the third time it has been presented to the Board; first in September 2015 and then an update in January 2018. This was started because back in 2015, Director Strugar-Fritsch and his team began to see evidence of cost escalations and they wanted to keep the Board informed of this growing concern.

Director Strugar-Fritsch explained that there are over \$50 billion in construction projects just in San Francisco alone. In 2018, started construction projects were peaking at 45% from year to year; since then, there have been fewer construction starts. This usually translates to contractors being more available, better pricing and bids becoming more competitive, but it has not happened for a couple of reasons. Most of the construction projects that occurred in 2018 were for commercial buildings (the Chase Center, Apple’s Cupertino campus, etc.) and no big projects like those have been scheduled in the near future. In addition, the Trump administration placed more taxes and tariffs on construction-related expenses and the importing of materials between the United States, Canada and China, which led to a decrease in construction starts and/or pushing out the start date of the projects. Even though construction projects have slowed down, there are signs that contractors are wanting to get back into the market and increase their project output.

Director Strugar-Fritsch continued that another reason why movement is on the upswing is due to Prop 51; when Governor Brown was in office, money was simply not flowing. Now that Governor Newsom is in office, projects are starting to get funded again; in fact, three of our District construction projects got funded under Newsom’s administration. More money is being put into the marketplace and more projects are being planned and developed. Bay Area community colleges and unified school districts are starting to pass bond measure programs to fund billion-dollar project lists. Multi-billion dollar projects, such as the construction of San Francisco International Airport – Terminal One and the BART extension into Santa Clara County, are high in materials, labor and costs and they are having a profound effect on the Bay Area. Prop 13 will be proposed in March 2020 and this will provide \$15 billion to K-12, community colleges and UC/CSU campuses. Kaiser Permanente revealed plans for its new headquarters, which would rival the Salesforce Tower. The redevelopment of Treasure Island, San Francisco’s central subway system and the unexplained Candlestick redevelopment – all of these projects are gaining more funding and are now in the pipeline.

Director Strugar-Fritsch stated that even though construction rates are low, construction costs are on the rise for about 3-4% in a one-year term throughout the Bay Area. Since our bond measure was approved, the District has experiencing around a 50% increase in construction costs. Director Strugar-Fritsch continued to say local experts are expecting costs to increase further in 2020. During the last recession, the dollar was worth around \$1.30; now, the dollar is worth about \$0.50, so we

have to keep this in mind when asking why costs have increased so much. The San Francisco Bay Area has not just the highest construction costs in the United States, but in the entire world; we outrank New York (by about 12%), Dubai, London and Zurich. Director Strugar-Fritsch stated that we are no longer in a buyer's market – it is now a seller's market – and individuals have acclimated to the sticker shock and it has become the new normal.

Director Strugar-Fritsch continued that between 2018 and 2019, employment in the construction industry went up by about 4%; this means we have a high demand and a labor shortage in qualified workers. During the last recession, so much of our labor force moved out of the Bay Area because of the high cost of living. Now that we are experiencing a “construction boom,” it is hard to retain that labor force because many of those individuals have to travel back to the Bay Area now. With the influx of out of town individuals needing their travel expenses, temporary housing and other needs covered, it translates to a higher demand for supplies in the Bay Area. All of the traveling done by the labor workforce has led to higher rates of burnout, which means productivity has gone down drastically. Out of town workers that are skilled in the job are usually not familiar with the way it needs to be completed in California, so this leads to low productivity as well. Equipment and labor that is deemed as “smart” needs a higher level of skilled worker; because so many buildings are needing to switch over to smarter and more efficient equipment, the demand for this kind of skilled worker is skyrocketing. Concrete is an in-demand commodity in construction, as it is one of the most used materials. If one was to need a concrete pour it now has to be planned weeks in advance.

Every time a code change happens, the Title 24 Energy Code becomes stricter, Director Strugar-Fritsch said. Part of the District's program for building projects is creating them to be “zero net energy ready.” Zero net energy means a building is going to consume equal or less than the amount of energy it takes to operate it, and the State of California mandated all buildings need to be zero net energy ready by 2030. The District is currently in the process of creating infrastructure and going through the necessary steps it takes to get every building zero net energy ready. This, in turn, adds more costs to District projects. Integrated systems, such as security cameras and networking cables, have high costs and if they are mandatory in every building, the cost escalation is furthered. When planning a new construction project, many things need to be taken into consideration; one key factor many do not think about is dirt. What do we do with the displaced dirt as we are running out of places to put it? The price of “disposing” dirt has gone up because there are so many projects happening at once and no one knows what to do with all of the displaced dirt. In addition, if dirt is contaminated with naturally occurring minerals, there are very strict guidelines to abide by when trying to figure out what to do with it. The same thing can be said about the air quality; the District must follow certain guidelines when using construction vehicles that emit gases into the atmosphere. Since there is so much work available now, contractors can pick and choose the work they want to bid on. In the past, the Facilities team has advised the Board not to go with certain contractors because they are only looking for little to no risk so that they may maximize their profit.

Trustee Holober questioned if when a project is in the planning stages, does cost escalation get factored in for the time between the projected start and end dates? Director Strugar-Fritsch stated that they do interact with cost consulting agencies, but sometimes their numbers are not always correct because it is hard to predict the future; they tend to rely on historical trend data, but try to figure in another 10%, which is not always accurate. Due to this, the District has had to suspend or reduce some of our proposed projects and buildings over the years. There have been times in the past where a project is on the verge of going through and Vice Chancellor Nuñez has had to advise the Board that due to circumstances out of the District's control, we cannot proceed with the planned project. Vice Chancellor Nuñez stated that the District could be perfectly on track for a project to begin, but once we see the cost escalation hit a certain point, the project is deemed no longer viable and we essentially shelve it until a later date.

Currently, the District's total program budget is about \$493 million; this funding is accumulated from Measures H and A, local funds, grants, Prop 39, insurance settlements, state scheduled maintenance funding and state capital outlay. Cañada College currently has \$70 million worth of work in place, Skyline College has \$57.2 million, College of San Mateo has \$3.8 million and the District itself has \$11.9 million of work in place. Some of the projects currently under construction are:

- Cañada College Kinesiology and Wellness Building (Building 1)
- Cañada College Building 9 Exterior Envelope Repair
- Cañada College Multiple Program Instructional Center (Building 13)
- Cañada College Building 13 FPP Swing Space to Building 22
- College of San Mateo Theatre Modernization (Building 3)
- College of San Mateo Student Life & Learning Communities Modernization (Building 17)

- College of San Mateo Edison Parking Lot
- College of San Mateo Water Supply Tank Replacement
- Skyline College Workforce & Economic Development Prosperity Center (Building 2)
- Skyline College Social Science & Creative Arts Building (Building 1)
- Skyline College Pacific Heights (Building 19) Swing Space for Building 2
- Skyline College Demo/Salvage 5 Portables & Replace with 4 New Portables

Trustee Goodman asked about the District safety plan at all three campuses and inquired if there were any considerations taken for the implementation of ample lighting, extra security cameras and broader cellular service coverage. Vice Chancellor Nuñez stated the issue with the cellular service is more provider-based; the District has attempted to add mesh systems so that service is better, but due to all of the concrete walls, it will not be 100 percent. Trustee Goodman asking if there is currently someone tasked with reaching out to the various cellular service providers and if the Board could receive an update on where they are with providing better coverage at the campuses. Vice Chancellor Nuñez agreed and stated they will.

Trustee Holober asked if a summary of projects that have yet to be submitted for bid could be provided. Director Strugar-Fritsch stated the Edison Parking Lot, three capital state-funded projects and the Pacific Heights Swing Space will be submitted for bid shortly. He also stated there are other miscellaneous smaller-scale projects on the horizon, but these projects do not have the scale of design and monetary requirements as the projects previously discussed.

Dr. Michael Reiner, a member of the public, questioned some of the schematics and configurations of the projects forecasted at Skyline College and how he perceives them not to be conducive to the teaching plan or in favor of the students. Director Strugar-Fritsch responded by saying the slides presented high-level schematic plans only and the presentation did not include detailed instructional technology elements. He continued to state that if one was to go to the actual classrooms, they would see the classrooms and labs have flexible furniture and they were built to be more modular; the students themselves are able to rearrange the classroom/lab as they see fit. Dr. Tammy Robinson, Vice President of Instruction at Cañada College, added that the college has switched over to putting computers on carts so that they can be used on as-needed basis in various campus spaces. Faculty has been involved at every step of the process and the college is working to make sure everything that is not affixed to the floor and is as flexible as possible.

Joseph Fullerton, Energy and Sustainability Manager, began his portion of the presentation by introducing the solar energy storage project he and his team have been working on – how it will work, what it can do for us and how we can procure it. In addition, Mr. Fullerton stated the project needs to be beneficial to the community and educational to the student body. This storage project would really be used to offset the cost of electricity the District currently pays for, especially at night. Mr. Fullerton stated the District would procure this energy storage through a power purchasing agreement and leveraging federal tax incentives; by using this method, the District would end up paying less onsite rather than going through various PG&E outlets throughout the state. The District would also be able to lock in a fixed rate for the entirety of the agreement; energy costs, while not quite as drastic as construction costs, are escalating as well and this would be a way to offset a cost in the future. Mr. Fullerton continued to state that the energy storage project would cut carbon emissions, which is something we need to do from a state regulatory perspective and is part of our social responsibility and campus ethos. Along the way, Mr. Fullerton and his team are making sure students can learn from their sustainability projects – something they call “active learning;” students engaged at every step of the project and its design.

Mr. Fullerton stated that microgrids are what the District would be looking at if it wanted to “unplug” from the grid and island itself as much as possible from outside energy providers. If the District wanted to do this, it would need to focus on essential needs of our campus, such as sewage. Mr. Fullerton stated if the District were to install solar panels to accomplish the storage project, areas over parking lots at each campus have been identified for this to happen. Many more steps need to be taken for this project to get up and running; as of now, the seed money is there, but the actual money to complete it is not available right now. Discussions between faculty, staff, students, community members, etc. need to occur and submissions and proposals need to be brought before the Board. Trustee Nuris raised a question of security if the District were to cover the parking lots with solar panels. Vice Chancellor Nuñez stated the District would combat this by installing security cameras here as well. Vice Chancellor Nuñez reiterated that the energy storage project would be used so that essential campus needs are met if the District were to ever island off from the grid; it is not designed to support a whole campus, just basic necessities.

Trustee Goodman raised a question regarding possible future student housing coming into conflict with the areas that are designated for solar paneling, especially at Skyline College. Mr. Fullerton stated this is something he and his team already thought of and showed the possibility of moving the solar panels if need be. Right now, nothing is set in stone and they are open to the idea of moving things around. President Schwarz asked if the panels could be moved to the roofs of buildings; Mr. Fullerton stated there are certain issues that come from roof paneling, such as costs and maintenance, placing them on buildings that already have an existing electrical structure and just the idea of placing things above students' heads. Some of the newer buildings that were recently completed meet the necessary electrical infrastructure, but it would be a big ordeal to make sure all buildings do. Michele Rudovsky, Director of Maintenance and Operations, added that the area of roofs pales in comparison to the area the District would receive from using parking lots. Mr. Fullerton stated the Facilities team is not opposed to it and will eventually try to put energy panels wherever they can.

Trustee Nuris asked about technology improving down the road and how this affects projects. Mr. Fullerton stated the technology used for the panels themselves is not advancing very fast, but the lithium-ion batteries used for storage are advancing at an incredibly fast rate. His team is monitoring this growth and will be making appropriate decisions as the District gets closer to finalizing the project. Mr. Fullerton gave another example of the boilers used on each campus; they are around 65 years old and need to be replaced with electric boilers, so the Facilities team is designing a system that will support that electrical demand. Trustee Nuris also asked if the District had thought about other natural sources of power, such as wind. Mr. Fullerton stated they have thought about it, but wind-powered devices, such as windmills, create more problems; there are issues with blades hitting birds and materials rusting, especially at Skyline College. Trustee Holober asked if a more detailed discussion on financing with the private entity that the District would be working with and what funding would look like could be presented at a future meeting, specifically before Mr. Fullerton and his team are already moving forward with it.

Maxine Turner, a member of the public, commented on some of the cost escalation concerns and how she still did not understand everything, but was hopeful it would be explained further at a future meeting. She also commented on the fact that most of what the community and other individuals voted for was money to go toward upgrading and retrofitting buildings and equipment, not constructing new buildings like the ones presented today. Ms. Turner stated that she believes these projects were not presented to the public and she believes as the District moves forward, the District should really examine what processes need to be explained to the public. Ms. Turner would like more details on how building costs escalated and an improvement on transparency.

President Schwarz thanked Vice Chancellor Nuñez, Director Strugar-Fritsch and Mr. Fullerton for their very detailed presentation and members of the public for their poignant comments. She hopes that the Board will take into consideration what was heard and presented today when moving forward with their future decisions. Interim Chancellor Claire reminded those in attendance that this is only Phase One; the District welcomes input and ideas and will take feedback into consideration down the road.

INFORMATIONAL ITEMS

DISCUSSION OF POTENTIAL TOPICS FOR BOARD RETREAT AGENDA (20-1-2C)

Interim Chancellor Claire stated he went through the last year of Board minutes to capture any suggestions for topics and believes identifying the gap between the District's long-term funding outlook and long-term financial needs would be a great topic for the retreat. Trustee Goodman suggested speaking about workload expectations, the environmental strategic action plan and the next phases of plans for food/housing insecurities and mental health and wellness strategies. Trustee Holober requested an update on our dual enrollment program, a systematic review on job reclassifications and what better rules and procedures we can put in place regarding accountability. Trustee Goodman agreed, stating the retreat would be the perfect opportunity to inform the Chancellor and staff of the vision of the Board. Trustee Nuris agreed as well, stating the retreat would be a great way to identify some areas where the Board could give direction, especially in communicating with high schools, as the District's largest transfer partners. Since the District has already begun the process for hiring a permanent Chancellor, Student Trustee Chavez requested some information on setting the tone for hiring the new president of Skyline College. Trustee Goodman stated he would like to have a permanent Chancellor so that that person could participate in the decision of the new Skyline College president. President Schwarz stated she would assume we would discuss this as we go along and that it does not necessarily warrant time spent talking about it at the retreat. Student Trustee Chavez had no problem with this, but raised some student concerns regarding faculty competence and how it ties back to the college president's hiring credibility. Trustee Nuris suggested if Student Trustee Chavez could go back to the students

to obtain more information and feedback so that it could be presented in a more concise method; both President Schwarz and Trustee Nuris stated that since Student Trustee Chavez is the voice of the students and can give a firsthand account as to what is happening, they would love to hear a more detailed report on these concerns.

Interim Chancellor Claire stated he is grateful for the feedback and will work with President Schwarz on narrowing down the topics and setting the agenda.

STATEMENTS FROM BOARD MEMBERS

Student Trustee Chavez relayed a student concern and asked if there was any headway on a new ID system that was going to be implemented.

Trustee Goodman would like the Board to think about joint study sessions/joint meetings with other Boards. He would also like the Board to discuss environmental justice at a future meeting.

Trustee Holober had no comments.

Trustee Nuris thanked everyone who presented tonight, stating it was good hear about how things are moving along.

President Schwarz asked for Measure L to be discussed on the next agenda.

ADJOURNMENT OF BOARD OF TRUSTEES MEETING

The Board adjourned by consensus at 9:00 p.m.

RETURN TO CLOSED SESSION

The Board returned to closed session at 9:05 p.m. to continue consideration of the closed session items listed on the printed agenda.

RECONVENE TO OPEN SESSION

The Board reconvened to open session at 9:45 p.m.

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

President Schwarz said the Board took no reportable action during closed session.

Submitted by

Michael Claire, Secretary

Approved and entered into the proceedings of the April 22, 2020 meeting.

Thomas A. Nuris
Vice President-Clerk

BOARD REPORT NO. 20-4-1B

TO: Members of the Board of Trustees
FROM: Michael Claire, Interim Chancellor
PREPARED BY: Mitchell Bailey, Vice Chancellor/Chief of Staff, (650) 574-6510

**CONTEMPORARY CONVERSATION REGARDING RACE, CLASS,
GENDER, PRIVILEGE AND EQUITY: REINFORCING CIVILITY, TOLERANCE AND
ACCEPTANCE**

Over the course of the last three years, the Board and the District have had focused conversations relating to race, class, gender, privilege and equity. The foundations of these conversations are manifested in the District's Strategic Plan and facilitated across the campuses in classrooms, programs, curriculum, policies, trainings and general awareness and actions.

With the outbreak of COVID-19 and the impact the response has had on our global society, communities across the globe have rallied in supporting each other. Regretfully, on the opposite side of the scale, this pandemic has also led to the use of stigmatizing rhetoric and exploitation of communication tools and channels to incite fear and xenophobia by those wanting to place blame for current conditions, particularly against Asian Americans.

Using this as context, the Board will continue their monthly conversation regarding race, class, gender, privilege and equity and will consider the draft statement below reinforcing civility, tolerance and acceptance.

***Draft Statement for Board Consideration
Reinforcing Civility, Tolerance and Acceptance***

In August 2017, the Board of Trustees affirmed in an official statement its admonition against racism, xenophobia and all other forms of discrimination, hate and intolerance. Sadly, due to recent actions and comments from national officials and individuals in various locations across the state and country, the Board and the broader District community find it necessary to again revisit this statement and reaffirm its ardent position on anti-discrimination, tolerance and acceptance.

The COVID-19 pandemic has forced our global society to adjust how we work, learn, interact and live. This wholesale transformation of our daily lives has left many coping with how to adjust and many more struggling with the inability to do so. With this societal recalibration, fear often takes hold and leads to irrational behaviors that are not acceptable under any circumstances. Looking for individuals, groups, cultures or races of people to blame for our current condition is not appropriate, legitimate or tolerable. In fact, rhetoric of discrimination, hate or bigotry is never and will never be acceptable, and the Board and the District community continues to fight such behaviors in our classrooms, on our campuses, in our District, in our community and in our broader society. We should not and will not stay silent on actions and words that are laced with tones and intentions that are hateful and discriminatory and are designed to malign, isolate, and instill fear and incite behaviors that cause any form harm to others.

More simply put: On behalf of the District, the Board of Trustees rejects any rhetoric or actions that look to place blame or discriminate against Asians or those of Asian descent and we reject those who exploit new social avenues to communicate to spew hate and incite actions that cause crimes of hate. This will not be tolerated in the District and we reject it in our community and society. We stand in solidarity with those who resist this hate and we stand against those who perpetuate this hate.

BOARD REPORT NO. 20-4-3A

TO: Members of the Board of Trustees

FROM: Michael Claire, Interim Chancellor

PREPARED BY: David Feune, Director, Human Resources, (650) 358-6775

APPROVAL OF PERSONNEL ITEMS

New employment; changes in assignment, compensation, and placement; leaves of absence; changes in staff allocation and classification of academic and classified personnel; retirements, phase-in retirements, and resignations; equivalence of minimum qualifications for academic positions; and short-term temporary classified positions.

A. ADMINISTRATIVE APPOINTMENT, REAPPOINTMENT, ASSIGNMENT AND REASSIGNMENT

(NP = New position, * = New Employee)

District Office

Tracy Huang	Director of Districtwide Research And Institutional Effectiveness	Educational Services and Planning
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Reassigned from Planning and Research Analyst (Grade 195S of the Classified Professional/Supervisory Salary Schedule 40; Salary Range: \$89,424 - \$114,204) into this academic supervisory assignment at Grade 193E of the Academic-Classified Exempt Supervisory Salary Schedule 35; Salary Range: \$129,216 - \$163,692, effective April 8, 2020, replacing John Sewart who retired.

Skyline College

Carsbia Anderson	Interim Vice President, Student Services	Office of the Vice President of Student Services
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New interim administrative employment (Grade AB of the Management Salary Schedule 20), effective May 7, 2020. Will be compensated on an hourly basis (hourly rate range: \$88.59 - \$113.80) and is subject to the CalSTRS postretirement earnings limit (currently \$46,451.00 per fiscal year). Not eligible for District benefits.

B. PUBLIC EMPLOYMENT

1. New Hires (NP = New Position, * = New Employee)

None

2. Re-Employment

None

C. REASSIGNMENT THROUGH THE HIRING PROCESS

None

D. TRANSFER/ADMINISTRATIVE REASSIGNMENT

None

E. CHANGES IN STAFF ALLOCATION

None

F. PHASE-IN RETIREMENT

None

G. LEAVE OF ABSENCE

None

H. PUBLIC EMPLOYEE RETIREMENT AND RESIGNATION

1. Retirement

None

2. Post-Retirement

None

3. Resignation

Skyline College

Angélica Garcia

Vice President, Student Services

Office of the Vice President of
Student Services

Resignation effective May 6, 2020 with 7.5 years of District Service.

I. ESTABLISHMENT OF EQUIVALENCY TO MINIMUM QUALIFICATIONS

None

J. PROFESSIONAL EXPERT/CONTRACT POSITIONS

None

K. SHORT-TERM, NON-CONTINUING POSITIONS

None

BOARD REPORT NO. 20-4-4A

TO: Members of the Board of Trustees
FROM: Michael Claire, Interim Chancellor
PREPARED BY: David Feune, Director, Human Resources, (650) 358-6775

**CORRECTION: RE-EMPLOYMENT OF CONTRACT AND REGULAR FACULTY
FOR THE 2020-21 ACADEMIC YEAR**

On April 7, 2020, the Board approved the re-employment of contract and regular faculty for the 2020-21 academic year. In error, academic employee, Patrice Reed-Fort, was recommended for re-employment to Contract II status. A correction is being made to this item.

RECOMMENDATION

- A. It is recommended that the following Contract II employee be re-employed in the first year of Contract III/IV status for the 2020-21 academic year:

Patrice Reed-Fort

BOARD REPORT NO. 20-4-1CA

TO: Members of the Board of Trustees
FROM: Michael Claire, Interim Chancellor
PREPARED BY: Bernata Slater, Chief Financial Officer, (650) 358-6755

RATIFICATION OF JANUARY AND FEBRUARY 2020 DISTRICT WARRANTS

Attached as Exhibits A and B are the warrants in excess of \$10,000 that were issued in the months of January and February 2020 respectively. The schedules include total warrants issued for the subject period in addition to the warrant sequences. The District now seeks Board approval of the warrants listed in the attached Exhibits.

RECOMMENDATION

It is recommended that the Board of Trustees approve the warrants issued during the period January 1, 2020 through February 29, 2020 and ratify the contracts entered into leading to such payments.

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
January 1 - 31, 2020
WARRANTS SCHEDULE GREATER THAN OR EQUAL TO \$10,000

BOARD REPORT NO. 20-4-1CA

EXHIBIT A, PAGE 1

Check Num	Check Date	Vendor Name	Check Amount	Description
<u>District Accounts Payable</u>				
0083350	01/02/20	U.S. Bank National Association ND, .	305,219.43	Districtwide Procurement Card Payment
0083360	01/07/20	Apple Computer, Inc	235,976.46	Skyline Computer Purchases
0083362	01/07/20	BankMobile Technologies, Inc.	164,823.40	Financial Aid Disbursement
0083364	01/07/20	Dell Marketing LP	80,757.92	Skyline Computer Purchases
0083374	01/07/20	School Project for Utility Rate Reduction (SPURR)	51,893.85	Utilities
0083376	01/07/20	SMCCCD Bookstore	68,863.02	Bookstore Monthly Student Fees Reimbursement
0083378	01/07/20	ThyssenKrupp Elevator Corporation	19,600.95	Districtwide Elevators Maintenance Services
0083392	01/09/20	Apple Computer, Inc	110,272.08	Districtwide Computers Purchases
0083395	01/09/20	W.E. Lyons Construction CO.	30,779.41	Cañada Vista Envelope Damage Repair Project
0083396	01/09/20	CalPERS	1,493,264.15	Monthly Health Insurance Premium
0083400	01/09/20	Coulter Construction Inc.	229,135.43	CSM Building Modernization Project
0083401	01/09/20	Dell Marketing LP	11,948.53	Cañada Computers Purchases
0083402	01/09/20	Dell Marketing LP	24,921.08	Districtwide Computers Purchases
0083412	01/09/20	Quality Education Consultants, LLC	12,500.00	Cañada Grant Related Consulting Services
0083413	01/09/20	San Mateo County Schools Insurance Group	192,426.03	Monthly Dental and Vision Insurance Premiums
0083415	01/09/20	Sedgwick Claims Management Services. Inc.	34,803.91	Replenish Workers' Compensation Insurance Fund
0083418	01/09/20	W.E. Lyons Construction CO.	584,808.80	Cañada Vista Envelope Damage Repair Project
0083426	01/14/20	Allana Buick & Bers, Inc.	60,922.50	Cañada Vista Envelope Damage Repair Project Consulting Services
0083428	01/14/20	B & H Foto & Electronics Corp.	12,872.24	CSM AV Equipment Purchases
0083429	01/14/20	BankMobile Technologies, Inc.	2,508,520.63	Financial Aid Disbursement
0083431	01/14/20	Brian Heit	73,000.00	Cañada Grant Related Consulting Services
0083434	01/14/20	CDW LLC	16,144.94	NetApp Installation and Consulting Services
0083437	01/14/20	Dell Marketing LP	27,996.44	Skyline Computers Purchases
0083447	01/14/20	Sedgwick Claims Management Services. Inc.	42,500.00	Workers' Compensation Cash Call and Replenish Fund
0083449	01/14/20	SM County Community College District	17,477.52	Replenish Flex Spending Account
0083462	01/16/20	Santamaria, Carlos J.	12,500.00	CSM Grant Related Consultation Services
0083465	01/16/20	Allana Buick & Bers, Inc.	80,877.75	Cañada Building 9 and Skyline Building 3 Consulting Services
0083466	01/16/20	CIS, Inc	44,357.00	Cañada Construction Projects Inspection Services
0083467	01/16/20	Coulter Construction Inc.	40,593.00	Skyline Drinking Fountains Installation Project
0083468	01/16/20	Dell Marketing LP	78,717.89	District and CSM Computers Purchases
0083475	01/16/20	Noll & Tam Architects	13,324.20	CSM Parking Lot Design and Construction Administration Services
0083481	01/16/20	W W Grainger Inc	15,202.31	CSM Facilities Uniform Purchase
0083496	01/21/20	BankMobile Technologies, Inc.	333,835.99	Financial Aid Disbursement
0083504	01/21/20	Signet Testing Laboratories, Inc.	153,423.07	Cañada Construction Project Testing and Inspection Services
0083522	01/23/20	Associated Std-Skyline	100,000.00	Interbank Transfer
0083523	01/23/20	Blach Construction Company	2,222,672.70	Cañada Construction Services
0083524	01/23/20	W.E. Lyons Construction CO.	11,819.20	Cañada Building 9 Envelope Damage Repair Project
0083530	01/23/20	Gordon Kenny Realty, Inc.	65,000.00	Cañada Vista and College Vista Operational Expenses Advancement
0083538	01/23/20	SM County Community College District	25,000.00	Replenish Flex Spending Account
0083541	01/23/20	W.E. Lyons Construction CO.	224,564.87	Cañada Building 9 Envelope Damage Repair Project
0083555	01/28/20	BankMobile Technologies, Inc.	387,425.04	Financial Aid Disbursement
0083558	01/28/20	Corovan Moving & Storage Co.	11,120.29	Cañada Building Moving Services
0083559	01/28/20	Dell Marketing LP	72,050.06	Districtwide Computers Purchases
0083569	01/28/20	Pacific Dining - Food Service Management	16,207.88	Districtwide Catering Services
0083570	01/28/20	San Mateo County Schools Insurance Group	189,270.00	Monthly Dental and Vision Insurance Premiums
0083612	01/30/20	C2G Civil Consultants Group Inc.	34,000.00	CSM Water Tank Replacement Project
0083613	01/30/20	Energy Mechanix, Inc.	29,999.00	Skyline Refrigeration Unit Replacement Project
0083616	01/30/20	Fisher Scientific Company, LLC	12,673.00	Skyline Biology Lab Equipment Purchase
0083622	01/30/20	One Workplace L. Ferrari, LLC	14,384.36	CSM Furniture Purchase
0083625	01/30/20	R.F. MacDonald Co., Inc	10,550.00	Skyline Boilers Maintenance Service
0083626	01/30/20	School Project for Utility Rate Reduction (SPURR)	34,482.89	Utilities
516252	01/02/20	Relation Insurance Services - Education, Inc.	81,600.00	Cañada International Students Health Insurance Premium
516255	01/02/20	Sowski, Mona C.	20,000.00	Skyline Executive Leadership Consulting Services
516269	01/07/20	AT&T/MCI	13,398.73	Districtwide Telephone Services
516273	01/07/20	BiRite Restaurant Supply Co., Inc.	26,372.34	Skyline Cafeteria Equipment Purchases
516278	01/07/20	Constellation NewEnergy, Inc.	10,895.62	Utilities
516306	01/07/20	One Diversified, LLC	30,944.01	Skyline AV Equipment Purchases
516307	01/07/20	Pacific Gas & Electric Co	11,652.29	Utilities
516329	01/07/20	Associated Std -Canada	33,135.12	Quarterly Student Fees Reimbursement
516330	01/07/20	Associated Std-CSM	57,675.53	Quarterly Student Fees Reimbursement
516331	01/07/20	Associated Std-Skyline	58,161.66	Quarterly Student Fees Reimbursement
516333	01/07/20	Calif Water Service Co	37,220.15	Utilities
516334	01/07/20	Drakeford, Scott, & Associates, LLC	15,000.00	Skyline University Mobile App Training and Licensing Services
516356	01/09/20	Bay Area Community Resources	12,500.00	Skyline Sustainability Fellow Services
516358	01/09/20	Bunton Clifford and Associates, Inc.	110,161.00	Cañada Construction Design Development Services
516359	01/09/20	Burkett's Pool Plastering, Inc.	162,901.25	CSM Instructional Pool Re-Plastering Project
516368	01/09/20	Deere & Company	60,678.24	SKY Facilities Tractor Purchase
516371	01/09/20	Fisher, Damany M.	13,332.00	Cañada Grant Related Consulting Services
516382	01/09/20	NGI Capital, Inc.	44,766.25	Districtwide CRM System Development and Implementation Services
516394	01/09/20	RSC Insurance Brokerage, Inc.	19,400.57	Skyline and Canada Commercial Property Insurance Premium
516397	01/09/20	Scenario Learning, LLC	11,300.00	Districtwide Student Online Education Training Services
516410	01/09/20	Coulter Construction Inc.	12,059.76	CSM Building Modernization Project
516416	01/14/20	Bound Tree Medical, LLC	11,891.68	CSM Instructional Medical Devices Purchase
516421	01/14/20	City of San Bruno	32,719.69	Utilities

Check Num	Check Date	Vendor Name	Check Amount	Description
516427	01/14/20	Enrollment Rx, LLC	79,900.00	Districtwide Enrollment Software License Fee
516447	01/14/20	MV Transportation, Inc.	17,430.67	Skyline Students Shuttle Services
516450	01/14/20	NGI Capital, Inc.	15,705.00	Districtwide CRM System Development and Implementation Services
516451	01/14/20	One Diversified, LLC	51,984.92	Districtwide AV Equipment Purchases
516457	01/14/20	RSC Insurance Brokerage, Inc.	13,369.00	Skyline Annual Travelers Insurance Premium
516466	01/14/20	TRANSMETRO	10,140.00	Cañada Student Shuttle Services
516471	01/14/20	Division of the State Architect	20,500.00	Skyline Construction Project DSA Plan Application Fee
516494	01/16/20	Constellation NewEnergy, Inc.	28,654.64	Utilities
516495	01/16/20	Constellation NewEnergy, Inc.	19,100.49	Utilities
516496	01/16/20	Cornerstone Earth Group, Inc.	15,401.40	Cañada Construction Project Geotechnical Consulting Services
516499	01/16/20	EBSCO	17,943.18	Skyline Library Periodicals Subscription Renewal
516519	01/16/20	NGI Capital, Inc.	26,789.88	Districtwide CRM System Development and Implementation Services
516521	01/16/20	Pacific Gas & Electric Co	24,887.85	Utilities
516523	01/16/20	Pacific Gas & Electric Co	34,854.84	Utilities
516526	01/16/20	Peninsula Library System	14,047.00	Districtwide Subscriptions Services
516531	01/16/20	Reliable Concepts Corporation	17,000.00	Skyline Building Repair Projects
516542	01/16/20	Valsoft Corporation	32,377.50	Districtwide SARS Annual Support and License Renewal Fee
516546	01/16/20	Calif Water Service Co	21,548.79	Utilities
516552	01/16/20	U.S. Postal Services	10,000.00	Skyline Postage Purchase
516627	01/23/20	Aerial Titans Inc	53,650.00	CSM Facilities Equipment Purchase
516636	01/23/20	Baer, Frederick L.	15,000.00	Districtwide Athletics Consulting Services
516641	01/23/20	CAW Architects, Inc.	13,337.75	CSM Construction Administration Services
516650	01/23/20	Deere & Company	49,413.92	CSM Facilities Vehicle Purchase
516683	01/23/20	Simulaid, INC.	31,290.00	CSM Instructional Manikin Purchase
516710	01/23/20	Blach Construction Company	101,565.56	Cañada Construction Services
516722	01/28/20	AT&T/MCI	13,225.94	Districtwide Telephone Services
516734	01/28/20	Campus Bookstore Consulting Corporation	32,797.49	Districtwide Bookstores Consulting Services
516747	01/28/20	Downtown Ford	31,174.68	Cañada Facilities Vehicle Purchase
516765	01/28/20	International Facility Management Association	28,891.52	Comm. Ed Course Materials and License
516773	01/28/20	Mapped Digital	12,600.00	Comm. Ed Digital Marketing Services
516779	01/28/20	NGI Capital, Inc.	35,955.00	Districtwide CRM System Development and Implementation Services
516781	01/28/20	One Diversified, LLC	24,438.43	CSM AV Equipment Purchase
516797	01/28/20	San Luis Obispo County CCD	75,000.00	Skyline Promise Scholars Program Subgrant
516822	01/28/20	The Guardian Life Insurance Company	52,067.50	Monthly Life Insurance Premium
516831	01/30/20	All American Sports Corp	21,799.15	CSM Athletic Equipment Purchase
516835	01/30/20	Automatic Door Systems, Inc.	26,978.00	Skyline Building 5 Entrance Doors Replacement Project
516858	01/30/20	Lake Tahoe Community College District	75,000.00	Promise Scholars Program Replication Subgrant
516891	01/30/20	Verde Design Inc.	10,251.32	Skyline Architectural Services

District Payroll Disbursement (excluding Salary Warrants)

J2003365	01/16/20	US Treasury - Federal Payroll Tax	98,654.07	Federal Payroll Tax
J2003365	01/16/20	EDD - State Payroll Tax	10,795.97	State Payroll Tax
J2003690	01/24/20	EDD - State Unemployment Payroll Tax	17,248.62	State Tax-Unemployment
J2003229	01/09/20	PERS Retirement	1,310,659.17	PERS Retirement Advance
J2004814	01/22/20	PERS Retirement	18,097.29	PERS Retirement Balance
J2004253	01/22/20	PERS Retirement	3,431.42	PERS Retirement Balance
J2003228	01/03/20	State Teacher Retirement - Defined Benefit	1,242,046.01	STRS Retirement-Defined Benefit 95%
J2003379	01/14/20	State Teacher Retirement - Defined Benefit	65,438.75	STRS Retirement-Defined Benefit Bal

SMCCCD Bookstores

119867	01/15/20	Cengage Learning	100,091.64	Purchase of Inventory
119886	01/15/20	InComm	54,070.75	Purchase of Inventory
119895	01/15/20	Marianna Industries Inc	33,526.26	Purchase of Inventory
119918	01/15/20	SM CC College District	221,406.39	Salaries and Benefits of November 2019
119928	01/15/20	W.W. Norton & Company	12,479.17	Purchase of Inventory

Subtotal	15,897,262.04	92%
Warrants Issued ≤ \$10,000	1,306,648.67	8%
Total Non-Salary Warrants Issued	17,203,910.71	100%

District Accounts Payat	Ck#516228-516960, DD83350-83632	14,214,582.31
District Payroll	Ck#147463-148084, DDS0191762-50193626	10,425,642.67
SMCCCD Bookstores	CK#119856-119931, EFT 81556 & 84073	554,150.76
Total Warrants Including Salaries January 2020		25,194,375.74

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
February 1 - 29, 2020
WARRANT SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Num	Check Date	Vendor Name	Check Amount	Description
<u>District Accounts Payable</u>				
0083637	02/04/20	U.S. Bank National Association ND, .	290,633.29	Districtwide Procurement Card Payment
0083639	02/04/20	American Federation of Teachers	56,790.85	Monthly Union Dues
0083640	02/04/20	BankMobile Technologies, Inc.	120,260.75	Financial Aid Disbursement
0083644	02/04/20	Dell Marketing LP	81,267.60	Skyline and CSM Computer Purchases
0083652	02/04/20	LPA Inc.	311,391.00	Skyline Construction Project Architectural Design Services
0083657	02/04/20	Quality Education Consultants, LLC	12,600.00	Cañada Grant Related Consulting Services
0083659	02/04/20	R.F. MacDonald Co., Inc	14,760.44	Skyline and Cañada Boilers Repair Maintenance Services
0083663	02/04/20	Signet Testing Laboratories, Inc.	163,867.85	Cañada Construction Project Testing and Inspection Services
0083665	02/04/20	SMCCCD Bookstore	172,350.33	Bookstore Monthly Student Fees Reimbursement and Payroll Deductions
0083668	02/04/20	VALIC Retirement Services Company	288,301.27	Monthly Tax Sheltered Annuities
0083677	02/06/20	Santamaria, Carlos J.	12,683.97	CSM Grant Related Consulting Services
0083683	02/06/20	CaPERS	1,944,966.44	Monthly Health Insurance Premium
0083684	02/06/20	CCT Technologies, Inc.	25,971.20	CSM Printer Purchase and Districtwide IT License Fee
0083685	02/06/20	CDW LLC	148,216.50	Districtwide IT Equipment Purchase
0083696	02/06/20	San Mateo County Union Community Alliance	46,254.46	CSM Grant Coordination Services
0083697	02/06/20	Sedgwick Claims Management Services. Inc.	45,175.75	Replenish Workers' Compensation Insurance Fund
0083699	02/06/20	Swinerton Builders	160,701.00	Construction Program Management Services
0083724	02/11/20	BankMobile Technologies, Inc.	3,360,114.94	Financial Aid Disbursement
0083725	02/11/20	C2G Civil Consultants Group Inc.	17,841.60	CSM Water Supply Tank Replacement Project
0083737	02/11/20	Noll & Tam Architects	24,360.00	CSM Parking Lot Design and Construction Administration Services
0083744	02/11/20	SM County Community College District	43,142.52	Replenish Flex Spending Account
0083746	02/11/20	SMCCCD Bookstore	24,264.30	Skyline Departmental Supplies and Computers Purchase
0083764	02/13/20	CIS, Inc	41,645.00	Cañada Construction Projects Inspection Services
0083772	02/13/20	One Workplace L. Ferrari, LLC	113,274.84	Skyline Furniture Purchase
0083774	02/13/20	SMCCCD Bookstore	10,876.27	Skyline Departmental Printing Services
0083785	02/18/20	BankMobile Technologies, Inc.	150,359.01	Financial Aid Disbursement
0083787	02/18/20	Coulter Construction Inc.	229,135.43	CSM Building Modernization Project
0083793	02/18/20	Swinerton Builders	130,088.50	Construction Program Management Services
0083795	02/18/20	W.E. Lyons Construction CO.	186,030.10	Cañada Vista Envelope Damage Repair Project
0083807	02/20/20	Chen, Gang	12,220.00	International Students Recruitment Services
0083810	02/20/20	One Workplace L. Ferrari, LLC	59,122.10	District ITS Furniture Purchase
0083813	02/20/20	Siemens Industry, Inc.	25,287.25	Cañada and Skyline Fire Alarm and Sprinkler Systems Inspection Services
0083838	02/25/20	Allana Buick & Bers, Inc.	12,805.00	Skyline Wall Waterproofing Consulting Services
0083841	02/25/20	BankMobile Technologies, Inc.	171,553.92	Financial Aid Disbursement
0083853	02/25/20	School Project for Utility Rate Reduction (SPURR)	74,121.49	Utilities
0083855	02/25/20	SM County Community College District	25,000.00	Replenish Flex Spending Account
0083869	02/27/20	Allana Buick & Bers, Inc.	78,657.00	Cañada Building 9 and Vista Construction Consulting Services
0083870	02/27/20	Blach Construction Company	3,134,901.76	Cañada Construction Services
0083875	02/27/20	LinguaBee LLC	13,261.93	Cañada and Skyline Student Sign Language Interpreting Services
0083882	02/27/20	San Mateo County Schools Insurance Group	187,938.43	Monthly Dental and Vision Insurance Premiums
0083883	02/27/20	Schneider Electric Buildings Americas, Inc.	34,461.66	Districtwide Facilities Management Systems Maintenance and Service
0083884	02/27/20	School Project for Utility Rate Reduction (SPURR)	22,209.93	Utilities
516979	02/04/20	Getinge USA Sales, LLC	42,653.39	Cañada Instructional Equipment Purchase
516998	02/04/20	One Diversified, LLC	12,005.58	CSM AV Equipment Purchase
517001	02/04/20	Paton Miller, LLC	42,008.02	CSM Astronomy Equipment Purchase
517007	02/04/20	SAMCEDA	16,000.00	District Annual Membership Fee
517014	02/04/20	TRANSMETRO	21,372.00	Cañada Student Shuttle Services
517020	02/04/20	C S E A	19,371.56	Monthly Union Dues
517060	02/04/20	VALIC	22,683.33	Monthly Tax Sheltered Annuities Employee Contribution
517069	02/06/20	Automatic Door Systems, Inc.	23,023.00	CSM Pool Locker Room Door Repair
517076	02/06/20	Burkett's Pool Plastering, Inc.	19,773.75	CSM Instructional Pool Re-Plastering Project
517082	02/06/20	Floyd, Kay A.	19,650.00	CSM and Skyline Grant Related Consulting Services
517087	02/06/20	Group 4 Architecture, Research + Planning, Inc.	11,498.00	Skyline Construction Planning Services
517113	02/06/20	Off the Grid Services, LLC	15,248.24	Skyline Special Event Catering Services
517126	02/06/20	San Francisco State University	50,799.46	Cañada Grant Related Expenses
517127	02/06/20	Sowski, Mona C.	14,000.00	Skyline Executive Leadership Consulting Services
517129	02/06/20	Strata Information Group	132,328.00	Monthly Districtwide Professional & Management Services
517159	02/11/20	Automatic Door Systems, Inc.	29,300.00	CSM Door Hardware Upgrade Project
517160	02/11/20	Bunton Clifford and Associates, Inc.	240,168.00	Cañada Construction Design Development Services
517162	02/11/20	City of Redwood City	10,138.75	Utilities
517189	02/11/20	NGI Capital, Inc.	16,640.00	Districtwide CRM System Development and Implementation Services
517191	02/11/20	One Workplace Construction, LLC	144,999.85	Districtwide Modular Walls Installation Project

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
 February 1 - 29, 2020
 WARRANT SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Num	Check Date	Vendor Name	Check Amount	Description
517192	02/11/20	Pacific Gas & Electric Co	10,669.37	Utilities
517215	02/11/20	Verde Design Inc.	13,326.50	Skyline Portable Buildings Architectural Services
517248	02/13/20	MV Transportation, Inc.	18,608.17	Skyline Student Shuttle Services
517255	02/13/20	Sedgwick Claims Management Services, Inc.	27,265.50	Districtwide Worker's Comp Quarterly TPA Service Fees
517267	02/13/20	The Guardian Life Insurance Company	55,641.60	Monthly Life Insurance Premium
517282	02/18/20	Coulter Construction Inc.	12,059.76	CSM Building Modernization Project
517300	02/20/20	Dropbox, Inc.	17,001.60	Districtwide Cloud Space Services License Fee
517345	02/25/20	AT&T/MCI	14,025.76	Districtwide Telephone Services
517371	02/25/20	NGI Capital, Inc.	46,177.50	Districtwide CRM System Development and Implementation Services
517377	02/25/20	Pacific Gas & Electric Co	26,898.12	Utilities
517379	02/25/20	Pacific Gas & Electric Co	11,788.13	Utilities
517380	02/25/20	Pacific Gas & Electric Co	39,091.72	Utilities
517420	02/27/20	City of San Bruno	12,713.55	Utilities
517421	02/27/20	Constellation NewEnergy, Inc.	55,285.23	Utilities
517442	02/27/20	Sweetwater Sound, Inc	11,472.47	CSM Instructional Musical Equipment Purchase
517448	02/27/20	Calif Water Service Co	17,306.46	Utilities
517456	02/27/20	Blach Construction Company	162,897.04	Cañada Construction Services
<u>District Payroll Disbursement (excluding Salary Warrants)</u>				
J2004164	02/14/20	Mass Mutual 457	51,831.12	Tax Annuity
J2004159	02/03/20	US Treasury - Federal Payroll Tax	2,197,902.38	Federal Payroll Tax
J2004159	02/03/20	EDD - State Payroll Tax	456,699.74	State Payroll Tax
J2004159	02/03/20	EDD - State Payroll Tax	13,403.03	State Tax-Disability Insurance
J2004162	02/14/20	US Treasury - Federal Payroll Tax	85,559.20	Federal Payroll Tax
J2004166	02/10/20	PERS Retirement	1,258,879.01	PERS Retirement Advance
J2004411	02/24/20	PERS Retirement	62,578.37	PERS Retirement Balance
State Teacher Retirement - Cash Balance				
J2004236	02/13/20		48,199.28	STRS Retirement-Cash Balance
J2004171	02/03/20	State Teacher Retirement - Defined Benefit	1,281,928.14	STRS Retirement-Defined Benefit 95%
J2004410	02/14/20	State Teacher Retirement - Defined Benefit	45,350.00	STRS Retirement-Defined Benefit Bal
<u>SMCCCD Bookstores</u>				
119955	02/13/20	Dick Blick Art Supplies	12,311.92	Purchase of Inventory
119974	02/13/20	InComm	12,406.00	Purchase of Inventory
119982	02/13/20	MPS	10,671.34	Purchase of Inventory
119983	02/13/20	MTC Distributing	11,223.03	Purchase of Inventory
119992	02/13/20	Pearson Education, Inc.	18,381.58	Purchase of Inventory
120004	02/13/20	Skyline Bookstore GAP	15,591.20	Purchase of Inventory
120006	02/13/20	SM CC College District	246,590.96	Salaries and Benefits of December 2019
120012	02/13/20	Sysco Food Company of SF	11,179.88	Purchase of Inventory
EFT 22491	02/21/20	CDTFA	55,159.10	Sales tax prepaid for January 2020
Subtotal			19,430,600.37	95%
Warrants Issued ≤ \$10,000			1,046,164.47	5%
Total Non-Salary Warrants Issued			20,476,764.84	100%
District Accounts Payabl	Ck#516961-517463, DD83633-83889		14,394,708.89	
District Payroll	Ck#148085-148765, DD50193627-50195467		13,574,518.51	
SMCCCD Bookstores	CK#119932-120021, EFT 22491		562,456.14	
Total Warrants Including Salaries February 2020			28,531,683.54	
			8,054,918.70	

BOARD REPORT NO. 20-4-2CA

TO: Members of the Board of Trustees
FROM: Michael Claire, Interim Chancellor
PREPARED BY: Mitchell Bailey, Vice Chancellor/Chief of Staff, (650) 574-6510

REAPPOINTMENT OF MEMBER TO BOND OVERSIGHT COMMITTEE

The Board of Trustees makes appointments of members to the District's Bond Oversight Committee. The Committee is charged with the responsibility to assure voters that bond proceeds are expended only for construction, reconstruction, rehabilitation or replacement of College facilities in compliance with the ballot language approved by voters, and that no funds are used for teacher or administrator salaries or other operating expenses.

At this time, one member of the committee, Rosanne Foust, is eligible for re-appointment to a second two-year term. Ms. Foust currently serves as the Committee's vice chair and holds the seat designated for a representative of the business community.

RECOMMENDATION

It is recommended that the Board reappoint Rosanne Foust to the Bond Oversight Committee for a second two-year term.

BOARD REPORT NO. 20-4-103B

TO: Members of the Board of Trustees

FROM: Mike Claire, Interim Chancellor

PREPARED BY: Dr. Jennifer Taylor-Mendoza, Vice President of Instruction, Skyline College,
738-4321

**ACCEPTANCE OF GRANT FUNDS FROM THE NATIONAL SCIENCE FOUNDATION FOR
THE SKYBAYTECH PROJECT**

Skyline College has been awarded a National Science Foundation grant in the amount of \$592,538 for the College's SkyBayTech project. The funding period is from September 1, 2020 through August 31, 2023.

The SkyBayTech project is designed to: 1) conduct extensive needs assessment within the local workforce; 2) develop new curriculum, stackable certificates, and an associate degree in electronics technology; 3) create and implement an intensive student support program that includes high school partners to recruit, retain, and graduate students; 4) develop a funded internship and job placement program with integrated support from industry partners; and 5) create a two- to four-year pathway with university partners toward gainful employment opportunities for baccalaureate graduates in engineering technology.

The project's overall goal is to meet industry need for electronics technician Knowledge, Skills, and Abilities (KSA) through practical hands-on, project-based curriculum coupled with intensive wraparound student support. In order to support the project's overall goal, the College plans to: 1) develop a new engineering electronics technology program leading students through stackable certificates and an associate of science (AS) degree in engineering electronics technology; and 2) create and strengthen pathways from local Bay Area high schools to recruit, retain, and graduate students, with an emphasis on underrepresented students, into gainful employment within local industry and to four-year university baccalaureate engineering technology programs.

SkyBayTech will also serve the college's need for alternative STEM pathways for students who find the engineering and computer science pathways inaccessible. Nationally, at the associate's degree level, 69% of students initially in STEM fields either left college without completing a degree or certificate, or changed majors (Chen, 2013). Low throughput data for math and physics sequences illustrates the inaccessibility of engineering transfer pathways and the need of alternative electronics technology pathways that provide students with direct access to the workforce. SkyBayTech proposes an alternative pathway for students to enter the STEM pipeline without the traditional high-attrition gateway courses, and instead engage students with hands-on courses front-loaded with practical experiences early on to excite, motivate, retain and graduate students into the technician workforce.

RECOMMENDATION

It is recommended that the Board of Trustees authorize acceptance of the grant funds in the amount of \$592,538 from the National Science Foundation for the SkyBayTech project.

BOARD REPORT NO. 20-4-104B

TO: Members of the Board of Trustees

FROM: Michael Claire, Interim Chancellor

PREPARED BY: Dr. Aaron McVean, Vice Chancellor, Educational Services and Planning, 358-6879
 Yanelly Pulido, Interim Director, General Services, 358-6863

APPROVAL OF CONTRACT AWARD FOR DEVELOPMENT OF EVALUATION PLAN FOR THE PROMISE SCHOLARS PROGRAM REPLICATION

The Promise Scholars Program (PSP) Replication is currently in the first year of the grant cycle, and has identified funds to sustain the program for the first three-year cycle of PSP replication, beginning in the fall of 2019. Two PSP pilot cohorts have been served by the program, though in limited capacity. The fall 2016 cohort began with 139 participating students and the fall 2017 cohort began with 253 participating students. The PSP officially launched into ASAP Replication status in fall 2018, serving over 500 students at Skyline College. In fall 2018, College of San Mateo and Cañada College began serving pilot cohorts of 485 and 327 students, respectively. In fall 2019, there were approximately 2,000 PSP students Districtwide.

A Request for Proposals was issued in response to the District’s need for the development and implementation of a comprehensive program evaluation for the PSP, an ASAP Replication. PSP staff identified five project objectives the evaluation plan will incorporate: (1) implementation of the PSP replication with regard to the ASAP model; (2) impact of the PSP replication on persistence rates, academic progress, English and math proficiency, graduation rates, and transfer rates, among other key program outcomes; (3) demographic and enrollment characteristics of the PSP replication in terms of disproportionate impact (e.g., by race/ethnicity, gender, etc.), access and success among specific student populations, based on programmatic benchmarks using appropriate comparison group(s) when applicable; (4) impact of additional college components, services, and interventions integrated within the PSP replication on key program outcomes; and (5) the PSP student experience to identify critical factors that contribute to demonstrated outcomes. The RFP sought a firm to conduct an initial program review, design, develop and conduct a comprehensive evaluation plan, including internal reporting and dissemination of findings.

On February 5, 2020 the District issued the RFP 86818 for Development of Evaluation Plan for the Promise Scholars Program. An announcement for this business opportunity was released through the District’s online bid portal and a formal Advertisement to Bid was published in a local newspaper for two consecutive weeks on February 5 and February 12, 2020. On February 24, the District received five (5) proposals for this project as follows:

Firm	Proposal
Hatchuel Tabernik & Associates	\$156,544
MGT of America	\$157,610
Research Triangle Institute	\$142,127

The RP Group	\$153,660
WestEd	\$157,351

The RFP Evaluation Committee evaluated the five proposals and invited Hatchuel Tabernik & Associates, The RP Group and WestEd to present to the committee. The District required that the firm's presentation team include key project team members. The committee discussed with each firm the proposed project team and their experience, the firm's understanding of the District's required project objectives, deliverables, relevant examples of projects similar in size and scope. The District's RFP Evaluation Committee was comprised of representatives from the District's Educational Services and Planning, PSP Replication, Research and Institutional Effectiveness, and General Services departments.

The committee decided that WestEd demonstrated the best understanding of the District's objectives and could provide the appropriate resources to produce the required deliverables at a reasonable cost to the District.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the Interim Chancellor or designee to execute a contract with WestEd for the Development of Evaluation Plan for the Promise Scholars Program project, RFP 86818, in an amount not to exceed \$157,351.

BOARD REPORT NO. 20-4-105B

TO: Members of the Board of Trustees
FROM: Michael Claire, Interim Chancellor
PREPARED BY: Mitchell Bailey, Vice Chancellor/Chief of Staff, (650) 574-6510

VOTE TO ELECT MEMBERS TO THE CALIFORNIA COMMUNITY COLLEGE TRUSTEES (CCCT) BOARD

Pursuant to the CCCT Board Governing policies, the election of members of the CCCT Board of the League will take place between March 10 and April 25. This year there are nine (9) seats up for re-election on the board, with six (6) incumbents running, and three (3) vacancies due to the three-term limit.

Each community college district governing board shall have one vote for each of the nine seats on the CCCT Board. Only one vote may be cast for any nominee or write-in candidate. The nine candidates who receive the most votes will serve a three-year term. Votes must be submitted no later than April 25.

The twelve trustees who have been nominated for election to the board are listed below. Candidates' statements and bios are also available on the League's website:

https://www.ccleague.org/sites/default/files/pdf/2020_ccct_boardcandidates.pdf

2020 CCCT BOARD ELECTION (*Candidates listed in Secretary of State's Random Drawing Order of January 23, 2020*) (* Incumbent)

1. Adrienne Grey, West Valley-Mission CCD*
2. Andra Hoffman, Los Angeles CCD*
3. Pam Haynes, Los Rios CCD*
4. Barbara Dunsheath, North Orange County CCD
5. Suzanne Lee Chan, Ohlone CCD
6. Barbara Jean Calhoun, Compton CCD
7. Cindi Reiss, Peralta CCD
8. Thomas J. Prendergast, III, South Orange County CCD
9. Marisa Perez, Cerritos CCD*
10. Larry Kennedy, Ventura County CCD*
11. Barry Snell, Santa Monica CCD
12. Loren Steck, Monterey Peninsula CCD*

RECOMMENDATION

It is recommended that the Board vote to elect members to the California Community College Trustees Board.

BOARD REPORT NO. 20-4-106B

TO: Members of the Board of Trustees
FROM: Michael Claire, Interim Chancellor
PREPARED BY: Dr. Aaron McVean, Vice Chancellor, Educational Services and Planning,

**APPROVAL OF SUSPENSION OF BOARD POLICY 6.25 PASS/NO PASS OPTIONS
RELATING TO COVID-19 OPERATING CONDITIONS**

The California Community Colleges Chancellor's Office (CCCCO) has issued two Executive Orders detailing the suspension of specific sections of title 5 of the California Code of Regulations and the temporary suspension of local rules and regulations that are a barrier to the continuity of educational services.

Pursuant to the state Chancellor's Executive Order Executive Order 2020-02, students are able to exercise the Pass/No Pass grading option for all courses. Because changing to a Pass/No Pass grade may have implications for transfer or other long-term, unforeseeable situations, such as future graduate school applications, and/or licensure requirements, students will be strongly encouraged to meet with a counselor before changing a class to Pass/No Pass.

To implement the requirements of this Executive Order, it is necessary for the District to suspend Board Policy 6.25: Pass/No Pass Options, as the policy conflicts with the guidance of the executive order and policy language will create a barrier for students, particularly section 1 (b)(iii), which states, "A maximum of 12 units toward an Associate degree or 6 units toward a certificate may be applied from courses in which the student has elected a "Pass/No Pass" option."

The District Academic Senate has been consulted and fully engaged on this issue and they, along with District academic administration, recommend the suspension of this Board policy. The Chancellor concurs with their recommendation and therefore recommends to the Board the suspension of Board Policy 6.25.

RECOMMENDATION

It is recommended that the Board temporarily suspend Board Policy 6.25: Pass/No Pass Options as it relates to operating conditions involving circumstances arising from COVID-19.

BOARD REPORT NO. 20-4-107B

TO: Members of the Board of Trustees
FROM: Michael Claire, Interim Chancellor
PREPARED BY: Mitchell Bailey, Vice Chancellor/Chief of Staff, (650) 574-6510

ADOPTION OF RESOLUTION RECOGNIZING COMMUNITY COLLEGE MONTH

In 1985, Congress authorized and requested then-President Reagan to issue a proclamation declaring April as Community College Month. Since that time, other governing bodies have taken similar actions in recognizing the vital work and enormous value community college provide in our educational system.

In recognition of April as Community College Month, staff have prepared the attached draft resolution for the Board's consideration.

RECOMMENDATION

It is recommended that the Board adopt Resolution 20-10 Recognizing and Celebrating April as Community College Month.

**RESOLUTION NO. 20-10
BY THE GOVERNING BOARD OF THE
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
STATE OF CALIFORNIA**

**RESOLUTION RECOGNIZING APRIL AS COMMUNITY COLLEGE MONTH AND
ACKNOWLEDGING THE OUTSTANDING WORK OF SAN MATEO COUNTY COMMUNITY
COLLEGE STUDENTS, FACULTY, STAFF, AND ADMINISTRATORS**

WHEREAS, the nearly fifteen hundred public and private community and technical colleges in the United States have contributed enormously to the richness and accessibility of American higher education, with nearly half of all undergraduate college students in the nation today enrolling in community colleges; and

WHEREAS, by providing educational opportunities at costs and locations accessible to students from all backgrounds and circumstances, community colleges have greatly enhanced the opportunity for every ambitious student to pursue a higher education in an effort to earn a certificate or degree, transfer to a university or for personal growth and enrichment; and

WHEREAS, this community is served well by the San Mateo County Community College District and its three colleges – Cañada College, College of San Mateo and Skyline College – and the talented faculty, staff and administrators who provide world-class teaching and learning opportunities and unparalleled support to students inside and outside of the classroom on a daily basis; and

WHEREAS, each year, the colleges of the San Mateo County Community College District serve more than 30,000 students and provide services and opportunities to thousands of community members and hundreds of businesses; and

WHEREAS, over the last five years, Cañada College, College of San Mateo and Skyline College have collectively awarded nearly 28,000 degrees and certificates; and

WHEREAS, the District has developed and implemented a strategic plan focused on student success and has invested in programs and support services that allow students to realize their potential and have access to resources that meet their academic and basic needs; and

WHEREAS, in recognition of the vital contribution the San Mateo County Community College District, its three colleges and the students, faculty, staff, and administrators, joined with the nearly fifteen hundred community colleges nationwide make to our system of higher education, the month of April has been designated as Community College Month nationally.

NOW, THEREFORE BE IT RESOLVED, THAT the San Mateo County Community College District recognizes and celebrates April as Community College Month and acknowledges the outstanding efforts of students, faculty, staff and administrators in making the District and its colleges amazing places to learn, work and visit; and

BE IT FURTHER RESOLVED, THAT the Board of Trustees extends its sincerest appreciation to the students, faculty, staff and administrators who make the District and its colleges points of pride and vital resources within the community.

REGULARLY PASSED AND ADOPTED this 22th day of April 2020.
AYES:

NOES:

ABSENT:

ABSTAIN:

Attest: _____
Thomas A. Nuris, Vice President-Clerk
Board of Trustees

BOARD REPORT NO. 20-4-3C

TO: Members of the Board of Trustees
FROM: Michael Claire, Interim Chancellor
PREPARED BY: Mitchell Bailey, Vice Chancellor/Chief of Staff, (650) 574-6510

**UPDATE ON COVID-19 RESPONSE INCLUDING OFFERING DISTRICT COURSES
EXCLUSIVELY IN ONLINE AND DISTANCE LEARNING MODALITIES FOR THE SUMMER
2020 ACADEMIC TERM**

Over one month ago, the District transitioned all in-person classes and student services to a distance learning or online modality. This operating posture has been extended through the end of the spring 2020 academic semester and is recommended to extend into the summer 2020 academic term. Untold hours of work has been undertaken by faculty, staff and administrators to ensure that teaching and learning continues and that District services are maintained.

As a follow-up to earlier reports to the Board, staff will provide the Board with an update on COVID-19 response efforts, including:

- Continuing online and distance learning modalities for summer academic term
- Plans for fall academic term
- Feedback from students regarding programs and services
- Meeting basic student needs programs (food services)